

NORTH DAKOTA STATE EMPLOYEE FACT SHEET

Classified employees under **HRMS** (ND's Civil Service) are covered by basic 'rules' adopted by **HRMS**. The rules provide consistent employment conditions regardless of size, function, or location of agency. The rules guide equitable pay, open competitive selection, and protection from arbitrary personnel actions.

Classified employees under the University System are covered by and subject to the policies adopted by the State Board of Higher Education.

Non-Classified employees do NOT have employment rights under HRMS. The terms and conditions of employment vary by agency, category of employee, or by individual employee.

Classified Employee Salary Distribution		# of Employees	Percent
up to \$15,000		2	0.0%
\$15,000 to \$20,000		340	5.3%
\$20,000 to \$25,000		839	13.1%
\$25,000 to \$30,000		1,199	18.7%
\$30,000 to \$35,000		1,154	18.0%
\$35,000 to \$40,000		960	15.0%
\$40,000 to \$45,000		664	10.3%
\$45,000 to \$50,000		465	7.2%
\$50,000 to \$55,000		312	4.9%
\$55,000 to \$60,000		199	3.1%
\$60,000 to \$65,000		112	1.7%
\$65,000 to \$70,000		65	1.0%
\$70,000 to \$75,000		53	0.8%
\$75,000 to \$80,000		34	0.5%
\$80,000 to \$85,000		15	0.2%
\$85,000 to \$90,000		2	0.0%
\$90,000 to \$95,000		4	0.1%
\$95,000 to \$100,000		1	0.0%
		6,420	

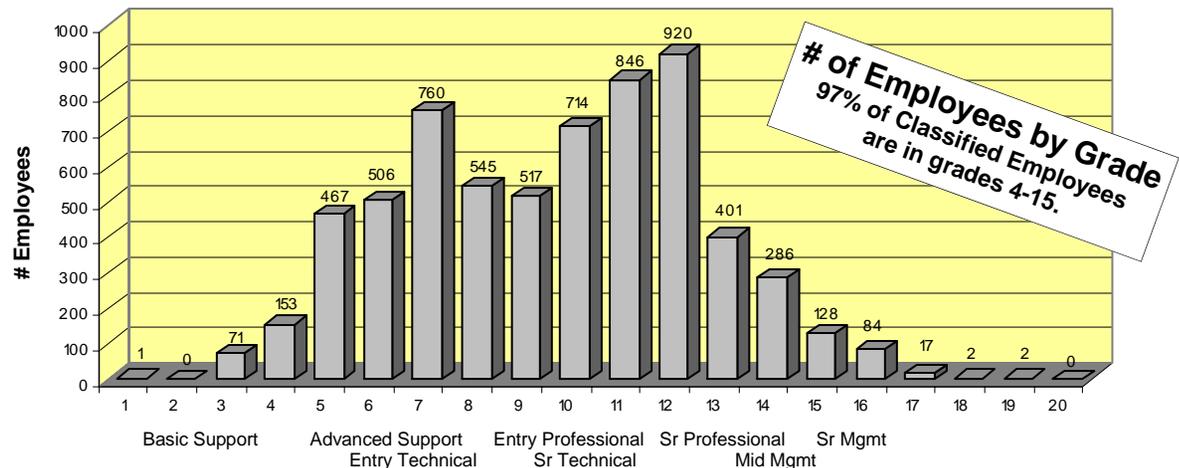
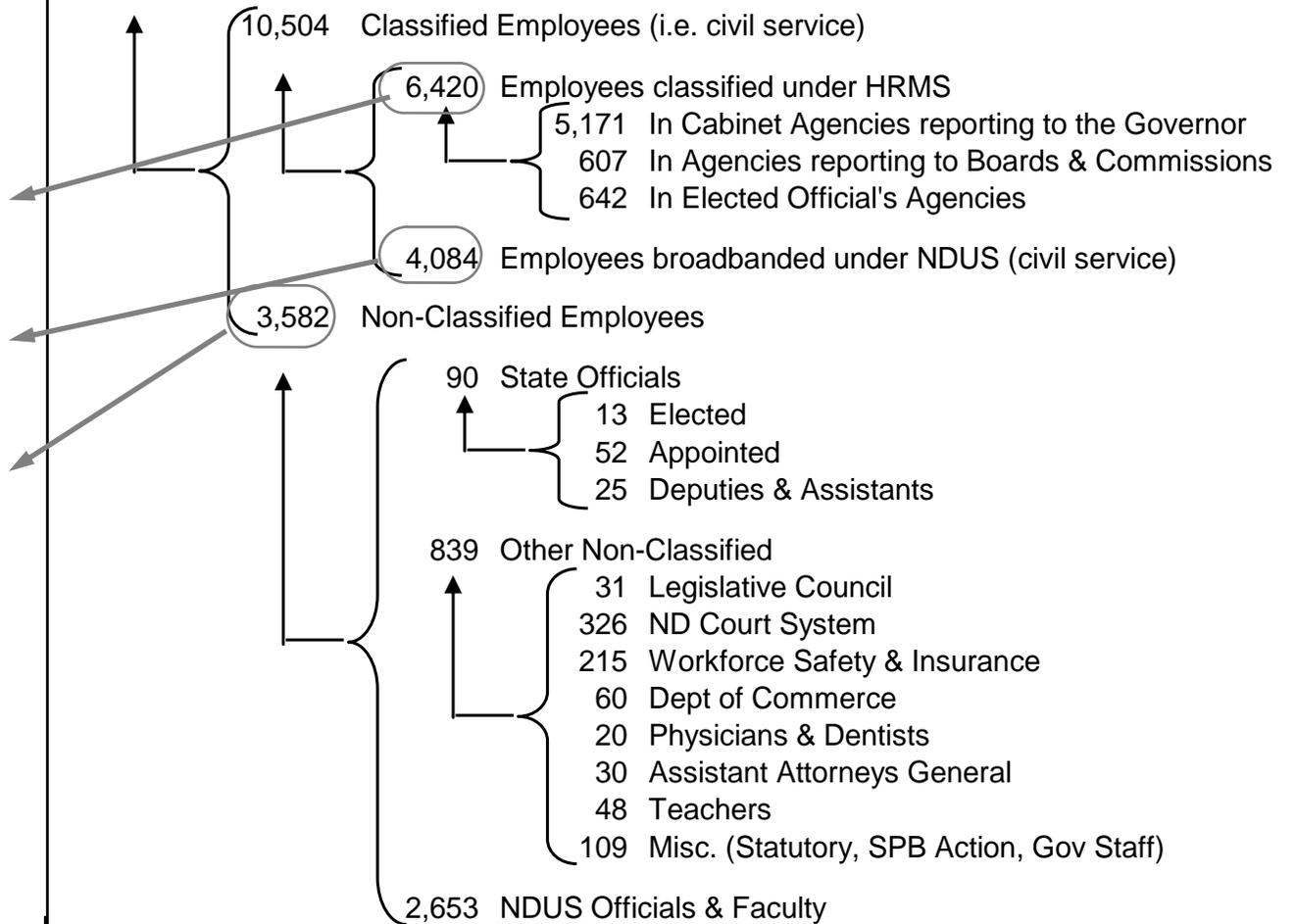
In the North Dakota general workforce:

- 84% of workers have completed high school
- 22% have bachelor's degrees or beyond

In the Classified workforce of the State:

- 99% have completed high school
- 82% have formal education or trade school beyond hs
- 53% have a bachelor's degree or beyond

14,086 Total State Employees



NORTH DAKOTA STATE EMPLOYEE FACT SHEET

December 2006

This fact sheet is provided by **Human Resource Management Services (HRMS)** to give a snapshot of state employment. Data is from a variety of sources and over several months. While details of employment change daily, this data is an accurate overall reflection of State employment.

The 6,420 state employees in positions classified by **HRMS** are employed in over 50 separate state agencies. 86% of classified employees work in the 13 largest agencies:

Dept of Human Services	2,008
Dept of Transportation	1,025
Dept of Corr & Rehab	611
Health Dept	293
Job Service ND	292
Info Tech Dept	269
Dept of Public Inst	174
Highway Patrol	168
Bank of ND	148
Game & Fish	148
Attorney General	141
Tax Comm	121
Office of Mgmt & Budget	117

Average Classified State Employee						
	Years of Age	Years of Service	Annual Salary	Actual Increase	Approp'd	Compa-Ratio
Jan-93	42.0	9.5	\$22,189			
Jan-94	42.0	11.0	22,812	2.8%	\$60/mo	
Jan-96	46.0	11.4	25,476	11.7%	5.0%	
Jan-97	43.0	12.2	26,273	3.1%	3.0%	
Jan-98	43.8	12.1	27,034	2.9%	3.0%	0.98
Aug-98	44.0	12.1	27,963	3.4%	3.0%	0.97
Nov-99	44.2	12.2	28,860	3.2%	2.0%	0.96 *
Aug-00	44.4	12.3	29,993	3.9%	2.0%	0.97 **
Aug-01	44.8	12.5	31,467	4.9%	3.0%	0.96 *
Dec-02	45.4	12.6	32,262	2.5%	2.0%	0.96
Dec-03	45.7	13.2	32,627	1.1%	0.0%	0.96
Dec-04	45.9	13.2	32,604	0.0%	0.0%	0.96
Dec-05	46.1	13.6	34,158	4.8%	4.0%	0.96 ***
Dec-06	46.2	13.4	35,640	4.3%	4.0%	0.96

* Market/Equity Fund ** "Self-fund" additional 1.0% *** Supp. equity (2 agencies)

HRMS Mission
To actively promote effective management in North Dakota state government by providing leadership and expertise in human resource services.

HRMS's primary responsibility is to provide ". . . a unified system of personnel administration for the classified service . . ."

Beyond the basic framework of human resource management policies (rules), job classification, and salary ranges; **HRMS** provides assistance to agencies in their ongoing management of human resources. **HRMS** services include:

- Management Consulting
- Supervisor/Employee Training
- Employee Compensation
- Recruitment/Selection Assistance
- Mediation
- Legislative & Regulatory Compliance
- Performance Management Tools
- Model Policies, Handbooks, & Guides

HRMS also makes current information readily available to agencies via the world wide web at:

www.nd.gov/hrms

HRMS offices are located on the 14th Floor of the State Capitol.

Phone Number: (701) 328-3290

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Please feel free to contact any HRMS staff member:

Name	Phone	Name	Phone
Laurie Steriotti-Hammeren Director	328-4735	Ken Purdy Compensation Mgr	328-4739
Linda Jensen Training Director	328-3299	Lee Lundberg Mediator/Trainer	328-1638
Virginia Rivinius HR Officer	328-3374	Kim Wassim HR Officer	328-4737
Jan Kolding HR Officer	328-3347	Leanne Schmidt HR Officer/Mediator	328-4738
Kate O'Neill HR Technician	328-1016	Maureen Vosberg Office Manager	328-3293

Salary Increase History

Date	Amount	Specific Provisions
7/1/83	2%	Retirement Contribution in lieu of salary increase
5/1/84	\$60/mo	Not appropriated but allowed by Governor within available agency funds
7/1/84	2%	Retirement Contribution in lieu of salary increase
4/1/85	5.50%	Minimum increase of \$50
7/1/86	4%	Minimum increase of \$50
7/1/87	0	
7/1/88	0	
7/1/89	7.10%	Minimum increase of \$50
7/1/90	0	
7/1/91	4%	Minimum increase of \$50
7/1/92	\$40/mo	Averaged approximately 2%
7/1/93	\$60/mo	Averaged approximately 3.2%
7/1/94	3%	
7/1/95	2%	
7/1/96	3%	2% across the board; 1% for performance, range compression, & equity
7/1/97	3%	\$30 across the board; remainder of 3% approp based on merit & equity
7/1/98	3%	Same as 1997
7/1/99	2%	\$35 across the board; remainder of 2% approp based on merit & equity; plus a \$5.4 million Market/Equity Fund
7/1/00	2%	\$35 across the board; remainder of 2% approp based on merit & equity (additional 1% allowed with funding from existing appropriations)
7/1/01	3%	\$35 across the board; remainder of 3% approp based on merit & equity; plus a \$5.0 million Market/Equity Fund
7/1/02	2%	\$35 across the board; remainder of 2% approp based on merit & equity
7/1/03	0	
7/1/04	0	
7/1/05	4%	Across-the-Board
7/1/06	4%	Across-the-Board

1,689 - Employees on Capitol Grounds

615 - Capitol Tower 44 - Liberty Mem Bldg
 524 - Judicial Wing 55 - Heritage Center
 356 - DOT Bldg 14 - Maintenance Bldg
 81 - State Office Bldg

Source: Facility Mgmt - OMB